

# Open for Business KC How-To Guide



A RESOURCE FOR  
GOING BACK TO BUSINESS  
BY EXPANDING OUTDOORS

# HOW TO CREATE SIDEWALK CAFES, STREET CAFES + PARKLETS



**STEP 01**  
GO TO COMPASSKC  
TO GET STARTED.



**STEP 02**  
CHOOSE YOUR  
APPLICATION TYPE.



**STEP 03**  
COMPLETE AND  
SUBMIT APPLICATION.



**STEP 04**  
WAIT FOR STAFF  
REVIEW AND APPROVAL.



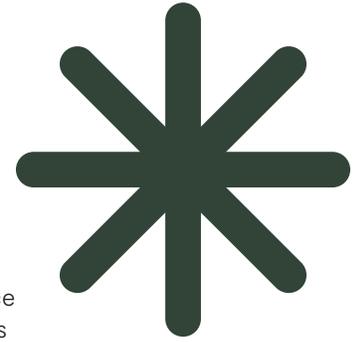
**STEP 05**  
RECEIVE APPROVED  
PERMIT VIA EMAIL.



**STEP 06**  
BUILD YOUR  
CAFE OR PARKLET.



**STEP 07**  
LOCATION SUBJECT  
TO INSPECTION.



## OPEN STREETS

The City of Kansas City, MO recently adopted an ordinance permitting temporary closures for open streets and open cafes to help the city get back to business while maintaining social distancing.

If you are considering reopening your business during the coming months, you may want to consider expanding to the outdoors to allow your customers and staff to maintain social distancing.

**FOR THE LATEST OFFICIAL INFORMATION,  
CHECK OUT THE KCMO WEBSITE:**

[HTTPS://WWW.KCMO.GOV/CITY-HALL/  
DEPARTMENTS/PUBLIC-WORKS/PERMIT-  
APPLICATIONS/STREET-CAFES-SIDEWALK-  
CAFES-AND-PARKLETS](https://www.kcmo.gov/city-hall/departments/public-works/permit-applications/street-cafes-sidewalk-cafes-and-parklets)

## CITY OF KANSAS CITY, MO PARKING LOT DINING SPACE\*

**STEP 01**  
DOWNLOAD AND COMPLETE YOUR APPLICATION.

**STEP 02**  
EMAIL COMPLETED FORM TO [POD@KCMO.ORG](mailto:POD@KCMO.ORG)



\* An extension of an eating or drinking place in a private parking lot that provides restaurant or beverage service.



## STREET FURNITURE

This guide includes do-it-yourself instructions that are easy to build, install and use. Cityfi, in partnership with Street Smarts Design + Build has compiled this resource for Midtown KC Now and other community stakeholders in support of businesses during COVID-19. In addition to these designs by Street Smarts, we have included other references and resources herein to help you get started.

## DEFINITION: PARKLETS

A PARKLET IS A SMALL SEATING AREA OR GREEN SPACE, OFTEN TEMPORARY, CREATED WITHIN A ROADSIDE PARKING SPACE.

IN ADDITION TO IMPROVING VISIBILITY THAT YOU ARE OPEN FOR BUSINESS, PARKLETS ADD SPACE FOR YOU TO OPERATE WHILE ALLOWING YOUR CUSTOMERS TO MAINTAIN SOCIAL DISTANCING.

PARKLETS CAN BE USED FOR OUTDOOR DINING, LEISURE, RETAIL SHOPPING, ENTERTAINMENT, BICYCLE AND SCOOTER PARKING WITHOUT IMPEDING THE SIDEWALK.

## BUDGET

SIDEWALK CAFES, STREET CAFES AND PARKLETS CAN VARY SIGNIFICANTLY IN QUALITY, AMENITIES, AND SIZE. CONSEQUENTLY, SO TOO WILL THE BUDGET. IF YOU HAVE EXISTING OUTDOOR FURNITURE OR ARE HANDY ENOUGH TO BUILD YOUR OWN FURNITURE, YOU CAN KEEP COSTS DOWN. WE ESTIMATE THE AVERAGE OPEN BUSINESS SPACE COSTS APPROXIMATELY \$2500.





01.



DIY TABLE

Tables for dining or lounging can be relatively easy to construct (see next page) and install. Alternatively, you can purchase or repurpose tables. Consider your available space and choose a size and design to safely distance.

02.



DIY BENCH

Seating will ensure your customers come to visit and stay a while. This DIY bench can be simply constructed to various widths depending on the sidewalk cafe, street cafe or parklet space you are working within.

03.



MULTI-PURPOSE SEATING

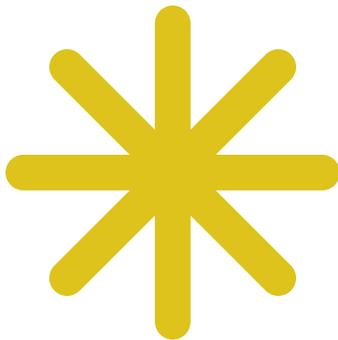
This is a versatile piece that can be used as a place to sit or for short-term scooter and bicycle storage. It also serves as a partition from adjacent uses as a street cafe or open space.

04.



PLANTERS

Bringing in living plants can help make the space feel softer, cooler and quieter when there is otherwise a lot of concrete and asphalt. This planter is more complicated to construct but store-bought planters can also work well.



## Open Business Elements

05.



SHADE

A swing is not only a whimsical element but, in this case, also incorporates shade which can be essential on streets without a tree canopy. Consider umbrellas or shade structures to improve the comfort of your customers.

06.



PARTITIONS

You may want to consider screens or other barriers to clearly mark the edges of your open business space. This will help communicate how to access the space and serve as a visual buffer to enhance the experience.

07.



PLAY SPACES

Play spaces are engaging for all ages and are a fun way to keep your customers longer. Consider how you might integrate play elements into your parklet space and how you will maintain them for cleanliness.

### GET INSPIRED.

SEARCH ONLINE FOR MORE INSPIRATION.

[IMAGES LEFT TO RIGHT]  
LODZ, POLAND  
TORONTO, CANADA  
CINCINNATI, OHIO



ZORRO2212

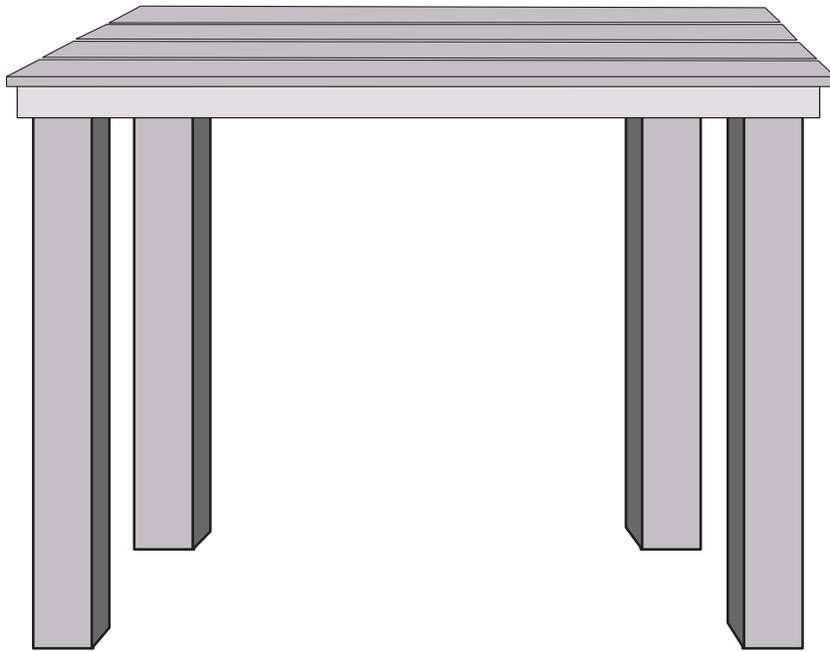


PAYTON CHUNG



5CHW4R7Z





## MATERIALS NEEDED

### Lumber:

- Two (2) 4" x 4" x 8'  
[cut: 4-40" legs]
- Two (2) 2" x 4" x 8'
- One (1) 2" x 4" x 12'  
[cut: 4-30" stretchers]
- Six (6) 5/4" x 6" x 8'

### Hardware

- 3" Deck Screws

### Tools

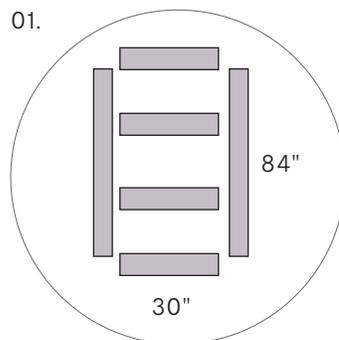
- Miter or circular saw  
(or have your hardware store make the cuts)
- Drill
- Finish nailer (optional)

### DIY COST ESTIMATE

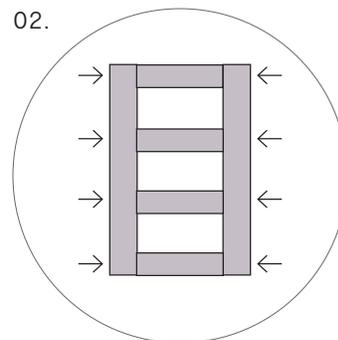
- \$65



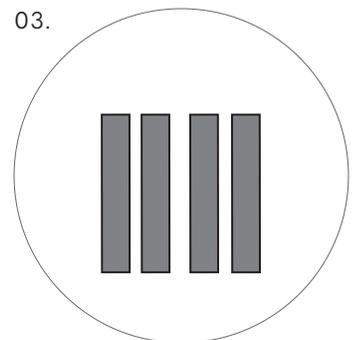
## DIY Table



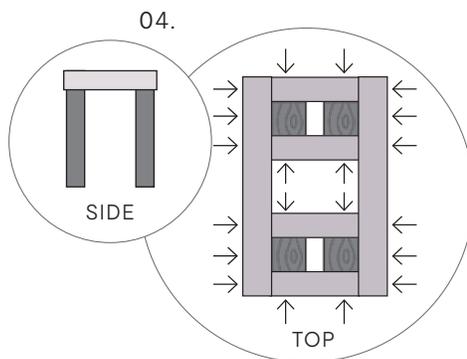
CUT THE 12-FT 2X4S INTO FOUR 30" PIECES.



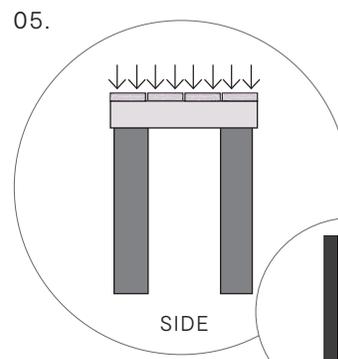
USE THE DECK SCREWS TO FASTEN THE 2X4S TOGETHER AS A FRAME.



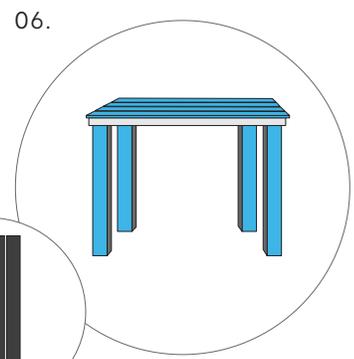
CUT THE TWO 4X4" POSTS INTO FOUR 40" LEGS.



USE THE DECK SCREWS TO SECURE THE LEGS INTO THE FRAME.



SECURE THE 5/4 BOARDS TO THE TOP OF THE TABLE.



PAINT, IF DESIRED. TAKE IT OUTSIDE. ENJOY.





## MATERIALS NEEDED

### Lumber:

- One (1) 4" x 4" x 8'  
[cut: 4-40" legs]
- One (1) 2" x 4" x 12'  
[cut: 2-72" apron]
- One (1) 2" x 4" x 3'  
[cut: 4-16" stretchers]
- Three (3) 5/4" x 6" x 6'  
[cut: 3-72" seat planks]

### Hardware

- 3" Deck Screws

### Tools

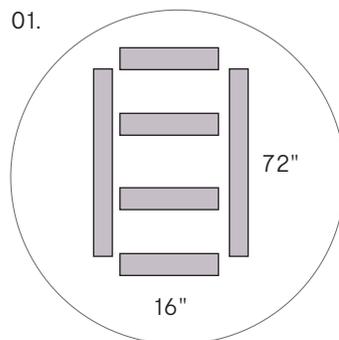
- Miter or circular saw  
(or have your hardware store make the cuts)
- Drill
- Finish nailer (optional)

### DIY COST ESTIMATE

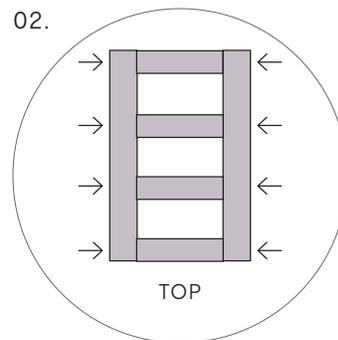
- \$30-\$40



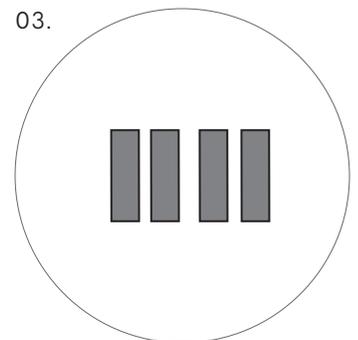
## DIY Bench



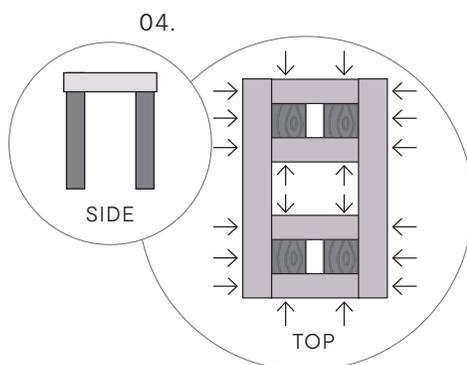
CUT THE 8-FT 2X4S INTO FOUR 16" PIECES.



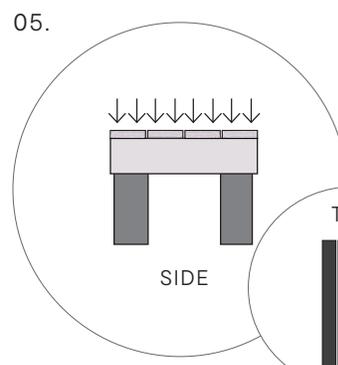
USE THE DECK SCREWS TO FASTEN THE 2X4S TOGETHER AS A FRAME.



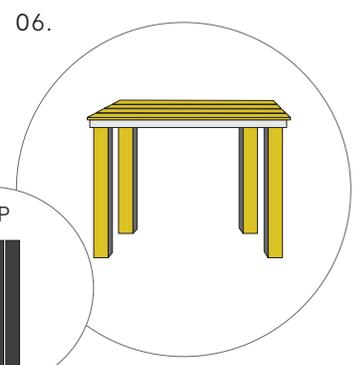
CUT THE TWO 4X4" POSTS INTO FOUR 40" LEGS.



USE THE DECK SCREWS TO SECURE THE LEGS INTO THE FRAME.



SECURE TO THE TOP OF THE TABLE.



PAINT, IF DESIRED. TAKE IT OUTSIDE. ENJOY.





### BIKEWALKKC LENDING LIBRARY

BikeWalkKC is working with regional partners to assist with "Open Streets" efforts that may close neighborhood streets to through traffic. We will make our Lending Library's bollards ONLY available for this purpose as requested.

BIKEWALKKC.ORG  
consulting@bikewalkkc.org



### BETTERBLOCKKC LENDING LIBRARY

Better Block KC helps Kansas City visualize the potential for great, walkable and vibrant neighborhoods. With a strong design team and the help of local volunteers, Better Block KC gives us the opportunity to feel the impact of investing in our neighborhoods.

BETTERBLOCKKC.ORG  
betterblockkc@gmail.com



### NEIGHBORHOOD OPEN STREETS HOW-TO GUIDE

KCMO is rethinking its streets to better support active transportation. This guide, a KCMO partnership with the Better Block Foundation, illustrates how to maximize the KCMO Neighborhood Open Streets project. Includes DIY barriers and signage resources.

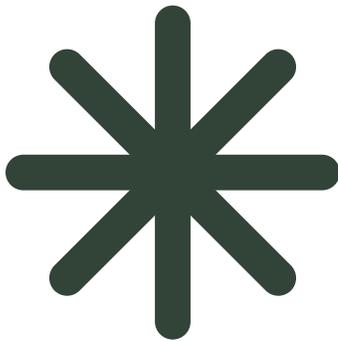
KCMO.GOV  
@betterblock @ridespin  
#KCMOOpenStreet



### NTL ASSOCIATION OF CITY TRANSPORTATION OFFICIALS

With guides and resources for all aspects of design, policy and best practices, NACTO inspires work across the country through knowledge-sharing and capacity-building. The Urban Bikeway Design Guide is directly referenced in the Neighborhood Streets How-To Guide (see left).

NACTO.ORG  
@NACTO



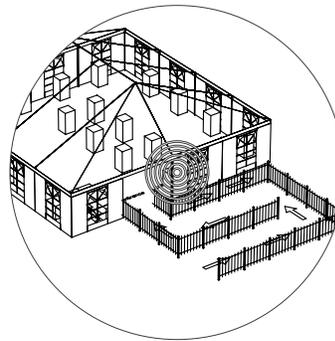
## Other Resources



### STREET SMARTS DESIGN + BUILD

Street Smarts Design + Build has carved out a niche in micromobility parking, small placemaking projects, and tactical urbanism. DuRon can advise you on what elements work best for your space and can construct any number of elements for your space.

STREETSMARTS  
DESIGNBUILD.COM  
DuRon Netsell  
duron.netsell@gmail.com



### MARQUEE EVENT RENTALS

With reopening efforts now underway, Marquee Event Rentals would like to offer you different ideas for expanding outdoor storefronts and restaurant space so that businesses can start operating safely with the new restrictions put in place.

MARQUEERENTALS.COM  
Tim Giblin  
giblin@marqueerentals.com



### PINK SPARROW SUNNY SPOT PARKLETS

Pink Sparrow has designed the "Sunny Spot" parklets to adapt to changing state and local dine-in requirements. Sunny Spots are prefabricated, relocatable and flexible with a range of customizable add-on elements.

PINKSPARROW.COM  
Darin Howard  
dhoward@pinksparrow.com

SHARE YOUR OPEN STREET,  
CAFE + PARKLETS.

#OPENSTREETSKC



OPEN FOR BUSINESS KC  
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FURNITURE DESIGNS  
AND PHOTOS BY

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OUTREACH  
SUPPORTED BY

Kevin Klinkenberg  
Executive Director

MIDTOWN KC NOW

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The volunteers who created this guide are not responsible for the accuracy of any of the how-to information or for any of the referenced resources contained herein.